

AUBURN SEWERAGE DISTRICT

OFFICE TELEPHONE: 207-784-6469

Regular meeting of the Trustees of the Auburn Sewerage District will be held in-person at the Auburn Sewerage District office at 268 Court Street on Tuesday, October 21, 2025 @ 4:00P.M.

AGENDA

1. Approve Minutes of Regular Meeting of September 16, 2025.
2. Financial Report Update - *Mike Bailey*
3. Open Session / Public Comment.
4. New Business
 - Draft Water and Sewer Expansion Studies.
 - 2026 Draft Budget.
5. LACWA Apportionment & Financials
6. Old Business
 - Facilities Assessment, Update.
 - Washington Street Pumping Station, Update.
 - CSO Masterplan Update
7. Project Update
8. Staffing Update.
9. Adjourn Regular Meeting.

Upcoming: Sewer Trustee Meeting November 18, 2025.

A true record,
Attest: *z z*

Mike Bailey, Clerk

The regular meeting of the trustees of the Auburn Sewerage District was held in person at the Auburn Sewerage District office at 268 Court Street on **Tuesday, October 21st, 2025, at 4:00 pm.**

Members present: Robert Cavanagh (Treasurer), Denis Bergeron, Stephen Ness (President), Patrick DeFilipp, and Stephen Milks. (Mayor's Representative) **Also Present:** Michael Broadbent (Superintendent) and Michael Bailey (Finance Director).

Approve Minutes of Regular Meeting of September 16th, 2025 – Motioned by Stephen Milks, seconded by Robert Cavanagh, it was unanimously voted to approve the minutes of the Regular Meeting of September 16th, 2025.

Financial Report – Revenues and expenses remain close to budget, with minor timing-related variances. Interest income is below budget due to maintaining liquidity for the Lewiston storm surge tank project and the decision not to renew certificates of deposit. As of September 2025, no additional project funds have been drawn by Lewiston. The Maine Municipal Bond Bank has requested documentation detailing the expenditure of the total \$4 million allocation, emphasizing the need to utilize remaining funds promptly. LACWA will invoice the District for its remaining \$340,000 prior to Lewiston's next draw. Significant debt payments were made in September, including \$456,000 related to LACWA pass-through debt and \$324,000 in Auburn Sewerage District debt. Cash reserves decreased accordingly, with a current balance of \$2.2 million, which remains sufficient to meet existing debt obligations and operational needs.

Open Session -As no one from the public was in attendance, the Open Session was closed.

NEW BUSINESS

Draft Water and Sewer Expansion Studies – Wright Pierce Engineers completed a draft report estimating the costs of extending water and sewer lines along Broad Street, parts of Hackett Road, and connecting to Washington Street North. The report was distributed to all Trustees before the meeting. Verrill Law is reviewing the District's legal ability to invest in these main extensions. Their preliminary findings indicate that such investments may not be allowed for a publicly formed utility, though PUC Chapter sixty-five may provide a conditional exception. A full legal report is expected at the November Trustee meeting.

2026 Draft Budget – Draft budgets were distributed at the meeting and made available to the public. Some budget components remain pending, including figures from the Clean Water Authority and updated health insurance costs, both of which are expected to increase. The budget also accounts for higher expenses related to the new storm surge tank's debt retirement, increased District contributions for water meter and reading costs, and revised estimates for replacing the Washington Street Pumping Station. Patrick DeFilipp requested clarification regarding the meter change expenses, highlighting the depreciation. Denis Bergeron also questioned the order of operations when presenting a rate change to our customers.

Lewiston Auburn Clean Water Authority

Cost Apportionment – The apportionment rate of 60% Lewiston and 40% Auburn has been held for October.

LACWA Operations Report – The October operating report shows the Authority is performing well overall. Biosolids deliveries are on schedule, the cogeneration facility is running efficiently, septic receiving revenue exceeds projections, and efficiency remains satisfactory.

OLD BUSINESS

Facilities Assessment Update – Weston and Sampson has made substantial progress on the facilities assessment, completing reviews of the District’s garage storage and administrative space needs. A preliminary zoning memo has been received but not yet reviewed. Conceptual site layouts are in development, and the project is expected to be completed on schedule before year-end.

Washington Street Pumping Station Update – Wright-Pierce has finished the 30% design drawings, and after staff review, the project has been approved to move directly to 90% design. The project’s location, concepts, responsibilities, and scope are confirmed, allowing the engineer to focus on detailed specifications. The preliminary cost estimate has risen to approximately \$2.2 million.

CSO Masterplan Update – Thighe-Bond is finalizing the CSO Master Plan Update, with a draft review expected by the end of October and the final report due to DEP at the end of November.

Project Update

DOT Paving Project; Center Street – Northeast Paving is progressing slowly on Center Street due to seasonal temperature limitations for surface pavement. Two crews are working—shimming during the day and paving at night, requiring night shift personnel from the District(s) to raise gate valves. Two manholes needed readjustment after extended traffic exposure. The Maine DOT Utility Coordinator has been contacted for support.

Siphon Cleaning – Vortex has finished cleaning and inspecting all three siphons. The initial findings indicate they are generally clean, with some hardened grease noted. A full report will be prepared for future presentation to the Board.

On the motion of Stephen Milks, seconded by Robert Cavanagh, there was a unanimous vote to adjourn the meeting.

Respectfully submitted,

Tiffany Spence

Tiffany Spence

A true record,

Attest: *Mike Bailey*

Mike Bailey, Clerk

**AUBURN SEWERAGE DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
TEN MONTHS ENDED OCTOBER 31, 2025**

	October		2025		Y-T-D THRU October 2025		
	YTD - 2024	BUDGET	ACTUAL	BUDGET	BUDGET	VARIANCE	
REVENUES:							
Metered Income	\$3,500,802	\$4,150,000	3,524,705.03		\$3,465,005	\$59,700	
Industrial Surcharge	34,890	43,000	26,758		36,062	(9,304)	
Shared Debt with City	20,696	42,000	20,696		35,000	(14,304)	
Jobbing & Mdse. - NET	17,663	20,000	53,169		16,667	36,502	
Sewer Assessments	41,398	25,000	23,625		20,833	2,792	
Finance Charges	4,959	6,500	4,894		5,417	(523)	
Interest Income	139,751	156,000	47,624		130,000	(82,376)	
Industrial Treatment Sampling	35,417	45,000	35,427		37,500	(2,073)	
Capacity Fees (SDS)	67,125	40,000	27,375		33,333	(5,958)	
Other Income	-	-	19,860		0	19,860	
TOTAL REVENUES	3,862,701	4,527,500	3,784,132		3,779,817	4,314	
			83.58%		83.33%	< Standard	
EXPENSES:							
Payroll	433,785	592,929	474,634		496,816	(22,182)	
Employee Benefits	144,842	309,444	194,275		257,870	(63,595)	
Maint. of Sewers	45,161	99,669	35,979		83,058	(47,079)	
Lift Stations	99,235	94,593	102,444		78,828	23,617	
Maint. of Buildings	45,573	50,649	55,387		42,208	13,179	
Maint. of Trucks	28,972	38,600	22,961		32,167	(9,206)	
Office Expense	36,610	38,389	30,379		31,991	(1,612)	
Collection Expense	494	(325)	560		(271)	831	
General Expense	8,463	7,812	9,551		6,510	3,041	
Insurance	56,620	54,556	44,582		45,463	(882)	
Legal & Accounting Fees	44,885	10,879	16,741		9,066	7,675	
Billing Expense	56,620	95,726	57,849		79,772	(21,923)	
L.A. W.P.C.A.	1,715,563	2,059,354	1,741,082		1,716,128	24,954	
SUB-TOTAL	2,716,821	3,452,275	2,786,423		2,879,604	(93,181)	
Interest	143,334	163,024	138,436		122,268	16,168	
TOTAL EXPENSES	2,860,154	3,615,299	2,924,860		3,001,872	(77,013)	
			80.90%		83.33%	< Standard	
Bonds - Principal Payments	291,393	443,065	151,672		151,672	0	
SURPLUS FROM OPERATIONS	711,154	469,136	707,600		626,273	81,327	

AUBURN SEWER - FINANCIAL INFORMATION

Month	2025	MTD Change	%	YTD Change	%
January	\$366,576	\$30,752	9.1%	\$30,752	9.1%
February	\$327,577	(\$28,734)	-8.1%	\$2,018	0.29%
March	\$339,120	\$36,063	0.9%	\$5,075	0.49%
April	\$357,697	\$18,973	-5.0%	(\$13,984)	-0.99%
May	\$328,875	(\$9,592)	-2.8%	(\$23,490)	-1.35%
June	\$339,666	(\$34,533)	-9.2%	(\$58,023)	-2.74%
July	\$367,388	\$26,681	7.8%	(\$31,342)	-1.27%
August	\$348,772	(\$11,415)	3.4%	(\$19,927)	-0.71%
September	\$361,940	\$384,476	(\$22,535)	(\$42,462)	-1.33%
October	\$385,093	\$360,198	\$24,895	(\$17,565)	-0.50%
November	\$319,509	(\$319,509)	-100.0%	(\$337,076)	-8.73%
December	\$312,566	(\$312,566)	-100.0%	(\$549,642)	-15.56%
Year-to-Date:	\$3,524,705	\$4,174,347			

Month	2025	BUDGET	MTD Change	%	YTD Change	%
January	\$344,280	\$366,576	(\$24,297)	-6.6%	(\$24,297)	-6.59%
February	\$355,274	\$327,577	\$27,697	8.5%	\$3,400	0.49%
March	\$339,120	\$337,068	\$2,052	0.6%	\$5,456	0.53%
April	\$357,697	\$363,038	(\$5,341)	-1.5%	\$115	0.01%
May	\$328,875	\$352,510	(\$23,635)	-6.7%	(\$23,520)	-1.34%
June	\$339,666	\$333,940	\$5,726	1.7%	(\$17,795)	-0.85%
July	\$367,388	\$336,931	\$30,457	9.0%	\$12,663	0.52%
August	\$348,772	\$334,121	\$14,651	4.4%	\$27,313	0.99%
September	\$361,940	\$367,929	(\$6,989)	-1.6%	\$21,324	0.68%
October	\$385,093	\$340,501	\$44,593	13.1%	\$65,917	1.90%
November	\$319,509	\$361,871	(\$42,362)	-11.7%	(\$295,954)	-7.74%
December	\$312,566	\$325,941	(\$13,375)	-4.1%	(\$521,895)	-14.99%
Year-to-Date:	\$3,524,705	\$4,150,000				

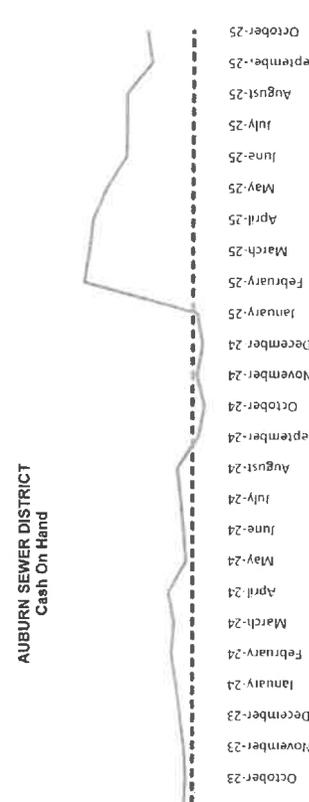
Month	2025	MTD Change	%	YTD Change	%
January	40,978,761	48,300,327	-15.16%	(7,321,566)	-15.16%
February	44,263,147	43,300,144	2.15%	(6,388,563)	-6.97%
March	41,691,007	46,113,452	-9.59%	(10,811,009)	-7.85%
April	41,161,463	42,113,148	(951,685)	(11,762,674)	-6.54%
May	44,379,274	43,762,840	616,434	(11,146,240)	-4.98%
June	43,568,105	45,688,902	(2,120,797)	(13,267,077)	-4.93%
July	44,489,507	42,742,343	1,747,163	(11,519,873)	-3.69%
August	49,581,943	45,009,704	4,572,239	(7,347,634)	-2.06%
September	47,900,641	54,232,549	(6,331,906)	(13,679,542)	-3.32%
October	46,653,029	48,220,643	(1,567,614)	(15,247,156)	-3.32%
November	0	41,101,500	(41,101,500)	(56,348,656)	-11.25%
December	0	40,978,761	(40,978,761)	(97,327,417)	-17.96%
Year-to-Date:	444,666,896	541,994,313			

Month	2025	Budget	MTD Change	%	YTD Change	%
January	\$43,076	\$51,217	(\$8,141)	-16%	(\$8,141)	-15.89%
February	\$39,367	\$43,921	(\$4,554)	-10%	(\$12,665)	-13.34%
March	\$47,686	\$53,136	(\$5,450)	-10%	(\$18,145)	-12.24%
April	\$51,219	\$51,348	(\$129)	0%	(\$18,274)	-9.15%
May	\$39,100	\$53,451	(\$14,351)	-27%	(\$32,626)	-12.89%
June	\$43,115	\$42,807	\$308	1%	(\$32,318)	-10.92%
July	\$60,433	\$52,501	\$7,932	15%	(\$24,386)	-7.00%
August	\$51,410	\$52,772	(\$1,362)	-3%	(\$25,747)	-6.42%
September	\$31,263	\$44,591	(\$13,308)	-30%	(\$39,055)	-8.76%
October	\$67,946	\$51,072	\$16,873	33%	(\$22,182)	-4.46%
November	\$0	\$54,944	(\$54,944)	-100.0%	(\$77,126)	-13.98%
December	\$0	\$41,169	(\$41,169)	-100.0%	(\$118,295)	-19.95%
Year-to-Date:	\$474,634	\$592,929				

Capital Expenses - 2025	Budget	YTD Actual
ICB Loader	\$12,500	\$12,500
Suitcase Generators	\$600	\$600
E-6 Generator	\$50,000	\$81,365
Moose/Worthy P. S Generator hook-ups	\$10,000	\$62,641
Pipe Saw	\$1,500	\$367
Locator	\$2,750	\$2,787
Misc Tools	\$5,000	\$2,019
Utility Billing Software	\$26,165	\$19,761
Accounting Software	\$18,000	\$5,566
Office Improvements	\$8,000	\$1,210
Ergonomic Office Furniture	\$2,000	\$1,303.35
4 Computers, I-pad	\$3,600	\$177,019
Equipment	\$140,115	\$95,049.95
2024 Lining Projects	187,000.00	186,000.00
2024 Manhole Adjustments	100,000.00	100,000.00
Miller Street Investigation	10,000.00	58,545.61
Siphon Cleaning	30,000.00	60,697.81
Taylor Brook Bridge	30,000.00	2,155.00
2025 Lining Projects, Granite Loring	206,000.00	252,744.23
Paving Projects, MH Adjustments	100,000.00	2,500.00
Count/Mechanics Row Separation Project	200,000.00	50,000.00
Androscoggin River Siphon	50,000.00	24,339.85
Washington Street Pumping Station	1,500,000.00	3,806,944.68
Storm Surge Tank	4,000,000.00	6,429,000.00
Projects (total includes benefit costs on labor)	6,429,000.00	4,302,977.11
Total Capital	\$6,563,115	\$4,479,996

Month	Current	30 day	60 day	90 day	120 day	Finance Chgs	Other	Totals
September	\$ 181,246.64	\$ 40,923.06	\$ 8,567.95	\$ 12,618.48	\$ 23,195.50	\$ 2,745.29	\$ -68.94	\$ 269,247.98
August	\$ 164,785.40	\$ 32,855.68	\$ 9,386.93	\$ 11,838.29	\$ 23,307.60	\$ 2,734.38	\$ -	\$ 244,908.28
July	\$ 179,342.22	\$ 38,673.66	\$ 8,817.66	\$ 14,614.00	\$ 18,940.08	\$ 2,670.03	\$ 0	\$ 263,057.65

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Year-to-Date:	\$3,524,705	\$4,150,000				

**AUBURN SEWERAGE DISTRICT
BALANCE SHEET
PERIOD ENDING - October 31, 2025**

	10/31/2025	12/31/2024	10/31/2025	12/31/2024
Property, Plant and Equipment:				
Plant in Service	38,939,765.80	38,904,979.87	21,847,961.95	21,409,386.19
Less: Accumulated Depreciation	(19,371,531.76)	(18,971,531.76)	4,330,683.70	4,580,683.70
	<u>19,568,234.04</u>	<u>19,933,448.11</u>		
Construction Work In Progress	4,529,804.19	1,649,788.62	71,659.31	42,349.03
Current Assets:				
Cash/Money Market	2,422,772.96	1,051,118.32	291,392.68	443,065.36
Accounts Receivable	236,823.14	260,825.56	364,180.53	435,129.50
Construction Assessments	0.00	0.00	65,119.84	89,559.22
City of Auburn Debt	165,714.66	234,868.01	16,460.00	17,705.00
Inventory	105,278.39	125,888.40	(48,416.78)	(13,000.08)
PrePays	8,570.81	(0.51)	98,157.05	0.00
Total Current Assets	<u>2,939,159.96</u>	<u>1,672,699.78</u>	<u>786,893.32</u>	<u>972,459.00</u>
Investments:				
CD's	0.09	3,748,941.41		
Total Investments	<u>0.09</u>	<u>3,748,941.41</u>		
Deferred Charges	0.00	0.00		
Total Assets	<u>27,037,198.28</u>	<u>27,004,877.92</u>	<u>27,037,198.28</u>	<u>27,004,877.92</u>
			Total Equity & Liabilities	
			<u>27,037,198.28</u>	<u>27,004,877.92</u>